



# Brockhampton Group Parish Council

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**Councillors are summoned to a meeting of Brockhampton Group Parish Council at 7:30PM on  
Wednesday 19<sup>th</sup> January 2022 at Bromyard & Winslow Town Council Offices, HR7 4DU**

**Press and public are cordially invited to attend**

## Agenda 01/2022

1. **Apologies for absence:** To receive apologies and to approve reasons for absence.
2. **Declarations of interest:** With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their Register of Interests as required.
3. **Dispensations:** To consider any written dispensations from members who have declared an interest but wish to stay in the meeting during that time to aid discussion / speak / vote.
4. **Co-option:** To consider applications received.
5. **Open Session:** *The meeting will be adjourned for the open session.*
  - 5.1. **Ward Councillor:** To receive a report.
  - 5.2. **Bromyard Downs Common Association:** To receive a report.
  - 5.3. **Bringsty Common Manorial Court:** To receive a report.
  - 5.4. **Hereford Green Network:** To receive a report.
  - 5.5. **Public participation (10 minutes):** At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration.
6. **To consider and adopt the minutes** from the Parish Council meeting on the 17<sup>th</sup> November 2021.
7. **Progress reports**
  - 7.1. Councillor vacancies
  - 7.2. Memorial to former Councillor and Chairman Dave Cave
  - 7.3. Bus shelter vandalism
  - 7.4. Light pollution issues
8. **Correspondence**
  - 8.1. Parishioner: Bromyard Downs littering concerns.
  - 8.2. Edwyn Ralph Residents Association: Neighbourhood Development Plan 'regulation 14' consultation.
  - 8.3. Change.org: Petition for Councils in England to have the choice to meet remotely.
9. **Planning**
  - 9.1. **P214233/FH:** Beech Cottage, The Downs, Bromyard, Herefordshire, HR7 4NY. Proposed two storey extension to side of property.
  - 9.2. **P214313/FH:** Fairfield Cottage, Burying Lane, The Downs, Bromyard, Herefordshire, HR7 4NX. Proposed additional storey to existing rear extension.
  - 9.3. **P214629/F:** Land at Linton Trading Estate, Linton, Bromyard, Herefordshire, HR7 4QT. The proposed erection of a new office, storage and manufacturing building.
  - 9.4. **P214672:** Unit C, Linton Trading Estate, Bromyard, Herefordshire, HR7 4QT. Proposed extensions and alterations to existing industrial unit.
  - 9.5. **Neighbourhood Development Plan:** To receive an update.

## **10. Parish matters for discussion/decision**

**10.1. Smart Water:** To receive an update on the purchase of Smart Water kits and to review distribution to parishioners.

**10.2. Queen's Jubilee:** To consider possible events for the Queen's Platinum Jubilee 2022.

## **11. Finance**

**11.1. Internal Auditor:** To consider the appointment of an Internal Auditor to review the 2021/22 accounts.

**11.2. Bank mandate:** To receive an update on bank signatory changes.

**11.3. Budget expenditure:** To consider and approve.

**11.4. Bank reconciliation:** To consider and approve.

**11.5. Invoices:** To approve the following invoices for payment:

**11.5.1.** David Hunter-Miller (salary and expenses): £349.54

**11.5.2.** HMRC (PAYE): £80.60

**11.5.3.** Worcestershire County Council Pension Fund: £131.26

**11.5.4.** Whitbourne Village Hall (room hire): £48.00

**11.5.5.** Whitbourne Village Hall (room hire): £12.00

**11.6. Clerk's Delegation:** To note the following payments made between meetings:

**11.6.1.** 15/12/21 - David Hunter-Miller (salary and expenses): £353.48

**11.6.2.** 15/12/21 - HMRC (PAYE): £80.40

**11.6.3.** 15/12/21 - Worcestershire County Council Pension Fund: £131.26

**12. Councillors' reports and items for the next agenda:** Councillors may use this opportunity to report minor matters of information and to raise items for future agendas.

## **13. Date of the next meeting**

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*Dated 14<sup>th</sup> January 2022*



David Hunter-Miller  
Clerk and RFO